



Invitation to Bid HNS 19-53

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 3408 Manchester Dr.		Safe Homes Rehab	
Bid Walk: April 4, 2019 @ 10:00 am			
Bid Opening: April 11, 2019 @ 2:00 pm			
Client Name:		Contact Number:	
Project Manager: Mike Taylor		Contact Number: 704-336-4115	

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Mike Taylor (cell # 980-215-1156).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **3408 Manchester Dr.** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 3/8/19 Number of Pages: 10

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule: *Minimum Start Date -*

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Mikel Taylor
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336-4115
Fax: (704) 632-8575



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Response Due: 3/8/2019 4:30 pm

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address:	3408 Manchester Dr Charlotte, NC 28210	Owner:	Shirley Threatt
Structure Type:	Single Unit	Owner Phone:	Home: (704) 651-1192
Square Feet:	1050	Program(s):	Tested- NO LEAD SHFY19 Pre-Approved SH2019 Eligible
Year Built:	1962		
Property Value:	63100		
Tax Parcel:	14511712		
Census Tract:			
Property Zone:	Council District 3		

Repairs

Description

Floor Room Exterior

Permits Required

General Requirements

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Portable Toilet

General Requirements

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Trash Removal

General Requirements

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Exterminate Termites

General Requirements

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Tear Off & Reroof Shingles

General Requirements

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shjeld at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Replumb Waste Lines & Vents

Building Systems

Remove all drain, waste and wet vent lines to code legal dump. Install schedule 40 PVC to service one 3-piece bath, kitchen and laundry area from the roof vent pipe/pipes thru the foundation wall to include a main clean out outside of house and any interior clean outs required, installed to code. Repair any wall or ceiling tear out required to install system.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Replace Main Water Shut Off Valve

Building Systems

Replace main water shut off valve. Valve shall be accessible from den closet.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

40 Gallon Gas Water Heater

Building Systems

Remove existing water heater and all obsolete or deteriorated flue piping and gas line and dispose of properly.

Install an insulated 40 gallon, glass lined, high recovery gas water heater with a 10 year warranty and an Energy Factor of .61 or greater.

Installation includes PRV valve and extension, drain pan with drain to the exterior, expansion tank, and new gas line and flue piping through the roof as necessary to meet the requirements of the Construction Specifications and Code.

INCLUDES REPLACEMENT OF SUB FLOOR UNDER WATER HEATER AND INSTALLATION OF IVP FLOORING

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

Repair Ductwork

Building Systems

Replace up to three duct runs with water in them. Support all duct work with Code approved strapped spaced close enough to eliminate sags in ducts.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Electric Service 200 AMP

Building Systems

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Smoke Detector Hard Wired

Building Systems

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Replace Receptacles, Switches, and Plates

Building Systems

Replace all receptacles, switches and cover plates throughout entire house.

Use three prong receptacles on all circuits. If circuits are ungrounded, install GFCI protection on the circuit and label receptacles per Code. Bedroom receptacle circuits shall be AFCI protected.

Scope includes repair of any wall or ceiling damage.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

GFCI Device Exterior

Exterior

Install surface mounted, weatherproof GFCI protected receptacles with in use covers near both the front and back porches.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Outlet Cover Plate

Attic

Install a cover plate on the open junction box in the attic.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

Dedicated Outlet

Kitchen

Install a flush mounted dedicated outlet for the refrigerator.

Repair any damage to wall surface caused by installation.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

GFCI Receptacle 20 AMP

Kitchen

Install flush mounted ground fault circuit interrupted duplex receptacles and cover plates at the kitchen counter per Code requirements. Fish wire and repair all tear out as needed.

Note: Area over portable dishwasher is considered to be counter space for the purposes of this line item.

Note: Wall covering is ceramic tile.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Light Fixture Replace

Kitchen

Remove track light over cabinets and install a ceiling mounted LED fixture with lamps and cover.

Remove florescent light over sink and install a ceiling mounted LED fixture with lamps and cover.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Add Light Fixture

Kitchen

Add wiring and box in the ceiling over the washer and dryer and install an LED light with lamps and cover.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

GFCI Receptacle 20 AMP

Bathroom

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Light Fixture Replace

Bathroom

Replace or install a wall mounted 4 bulb strip UL approved, LED light fixture with lamps.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Bath Exhaust Fan Replace

Bathroom

Replace existing ceiling mounted bath fan. Repair any tear out.

Bid Cost: X =
Base Quantity Total Cost

Walk in Shower with Seat

Bathroom

Remove existing tub and surround, including valve and drain and dispose of properly.

Remove window and close opening. Sheath exterior with 1/2' OSB and trim with vinyl siding materials. Insulate open wall cavity with R-13 and install moisture resistant drywall.

Insulate open exterior wall cavity with R-13.

Install blocking for three grab bars at locations determined by rehab specialist and home owner.

Install a fiberglass shower pan with a built in seat. Pan must be pre-approved by City rehab specialist.

Install new drain and mixing valve with all associated plumbing lines. Mixing valve shall be located in the center of the long wall of the shower to be accessible from a seated position. Install a diverter valve with a handheld sprayer beside the mixing valve. Shower head shall be located as normal.

Install cement tile backer board and a ceramic tile surround.

Install grab bars at designated locations.

Install tempered glass sliding shower doors.

All materials and work shall comply with the Construction Specifications and the Plumbing Code. .

Bid Cost: X =
Base Quantity Total Cost

Prep & Paint Room Semi Gloss

Bathroom

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: X =
Base Quantity Total Cost

IVP Flooring

Bathroom

Prepare subfloor per manufacturer's specifications and install interlocking vinyl plank flooring with a lifetime warranty.

Owners choice of colors.

Bid Cost: X =
Base Quantity Total Cost

Work Specification

17" Height Commode Replace

Bathroom

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Lazy Susan

Kitchen

Remove cabinet shelving from corner base cabinet. Install a lazy susan revolving shelf assembly of the appropriate size.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Vanity/ Counter Top/ Sink

Bathroom

Install new vanity cabinet complete with marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Medicine Cabinet

Bathroom

Provide and install a surface mounted medicine cabinet with mirror over the bathroom sink.

All materials and work to comply with the Construction Standards.

Cabinet to be approved by home owner and rehab specialist before installation.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Range Hood Exterior Vented

Kitchen

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly.

Owner's choice of color.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

6x6 Ceramic Tile

Kitchen

Replace missing ceramic tiles behind the range. Match color as close as possible.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Dryer Vent

Kitchen

Clean out dryer vent and replace dryer connector hose with semi-flexible metal piping.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Kitchen Faucet

Kitchen

Replace kitchen faucet with new single lever faucet that complies with the Construction Standards. Installation includes replacement of drain lines to the horizontal branch line and shall comply with Plumbing Code.

RE-CAULK AROUND PERIMETER OF SINK

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Prehung Door Interior

Kitchen

Install a 1- 3/8" prehung louvered door including casing both sides and lever handle passage set. Match existing style and finish.

Paint to match existing.

Water Heater Closet

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Slab Door Interior

Bedroom back

Install a slab door to existing jamb, mortise in hinges and latch. Hole saw for the hardware. Include lever handle privacy set. Match existing style and finish.

Prime and paint to match existing.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Door Hardware Interior

Building Systems

Replace door hardware on all interior doors with lever handles. Bathroom and bedroom doors shall be privacy sets; other doors shall be passage sets. Match finish with existing.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Work Specification

IVP Flooring

Flooring

Remove carpeting, padding, tack strips, thresholds, and transition strips and dispose of properly.

Prepare subfloor per manufacturer's specifications and install interlocking vinyl plank flooring with a life time warranty.

Owners choice of colors.

Rooms included:

Hallway
Bedrooms (2)
Den
Living Room

Closets adjoining these rooms are included.

Owner is responsible for removal of waterbed. Contractor is responsible for moving all other furniture and furnishings.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Attic Insulation Increase to R-38

General Requirements

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Insulate Floor R-19

General Requirements

Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Vapor Barrier

General Requirements

Remove all debris and owner property from the crawl space.

Lay 6 mil poly vapor barrier on ground in crawl space and 6" up foundation walls. Overlap seams by 2' and secure with duct tape.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Door Repair

Living Room

Replace sunrise window insert.

Scrape and paint the exterior of the door.

Bid Cost: X =
Base Quantity Total Cost

Door Hardware Exterior

Exterior

Install single keyed deadbolts and lever handle keyed entry sets at the front and back doors.

Key all locks alike. Match existing hardware finish.

Bid Cost: X =
Base Quantity Total Cost

Repair Storm Door

Exterior

Repair storm door per Construction Specifications.

Replace latch set.

Shorten latch jamb and lower head jamb to close gap at top of door.

Prime and paint wooden threshold with semigloss exterior paint. Owner's choice of color.

Front Door

Bid Cost: X =
Base Quantity Total Cost

Downspouts & Gutter Repair

Exterior

Install a new splashblock at the right rear corner downspout to direct the water away from the foundation.

Install a 4" drain line at the front left corner downspout. Extend the drain line approximately 10' along the left side of the house (past the second foundation vent). Secure the drain line neatly to the foundation.

Bid Cost: X =
Base Quantity Total Cost

Seal Masonry Joint

Exterior

Clean joint between concrete flatwork and brick veneer at the front of the house to the left of the front steps. Apply a neat line of hydraulic cement to fill the crack and form a beveled joint at least 1" high and 1" wide.

Bid Cost: X =
Base Quantity Total Cost

Work Specification

Foundation Vent Screen

Exterior

Remove existing foundation vents and dispose of properly. Install new automatic foundation vents.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____